

Subject: Follow-up for Small Business Meeting

From: John Rodriguez <john.s.rodriguez@lacity.org>

Date: 05/24/2017 10:00 AM

To: mike@wilshirecenter.com

CC: udla@sbcglobal.net, Claudia Natera <claudia.natera@lacity.org>, Luis Mata <Luis.Mata@lacity.org>, andy@kacla.org

Hi Mike,

I'm following up on an earlier phone call to make sure that you have the information you need for the upcoming Small Business Meeting. We discussed submitting literature and information for the meeting, but have not done so yet. In discussing the materials we have, it became apparent to us that it would be helpful for you to provide some guidelines and suggestions on what would be the most effective formats, information and type of presentation for the meeting. Please call me or Claudia when you can. We are anxious to get this information drafted and sent to you for your review and comments.

Regards,
John

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